Local Rule of Bankruptcy Procedure 3017. COURT CONSIDERATION OF DISCLOSURE STATEMENT IN CHAPTER 9 MUNICIPALITY AND CHAPTER 11 REORGANIZATION CASES.

The solicitation package containing the documents and notice required by Fed. R. Bankr. P. 3017(d) must be served by the plan proponent upon the master mailing list (matrix) as constituted by the Court on the date of service. The notice must contain all instructions regarding the return of the ballot, including the name and address of the party to which the ballot must be returned as designated by LBR 3018(a) or by court order.